

MID-WESTERN UNIVERSITY, FACULTY OF MANAGEMENT
 MASTER IN BUSINESS ADMINISTRATION (MBA), SYLLABUS 2072 (2016)

Course Title		Foundations of Management
Course Code Number		MGT 511
Credit Hours		03
Year: I		Semester: I
Course Objectives:		
Main Objectives		The main objective of the course is to support MBA graduates in relation to identifying content and context of management and familiarize them with the core management functions and contemporary trends in managing business organizations globally.
Enabling Objectives		After completing the course the graduates will be able to: <ul style="list-style-type: none"> • Identify the core management functions • Pursue the pertinent skills and competencies in order to efficiently performing managerial jobs • Equip themselves with the aptitude of sound management practices • Adapting them to the emerging trends of corporate management in twenty first century
Learning Unit (LU)	Learning Hours (LH)	Topics
LU 1	4	Conceptual Foundation on Management Meaning and nature of management, Levels of management, Roles and skills of managers, basic principles of management, Approaches to management, Functional areas in management, Organizational goals,
LU 2	10	Management Thoughts Precursors to Management Theory; Traditional Management Perspectives: Scientific Theory of Management, Administrative Theory, Theory of Bureaucracy; Behavioural Management Perspectives: Human relations and behavioural science theories; Quantitative Management Perspectives: Management Science and Operations Research; Integrating Perspectives for Managers: System and Contingency Perspectives
LU 3	9	Environmental Context of Management Basic Concept, General Environment; Task Environment; Internal Environment; Organizational Culture; Environment Organization Relationship, Organization's Adaptation to Environment; Global Environment; Managerial Ethics: Meaning of Ethics, Managing Ethical Behaviour in Organization; Meaning and Areas of Social Responsibilities; Arguments for and against Social Responsibilities; Approaches to Social Responsibilities

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LU 4	15	<p>Basic Management Functions</p> <p>Planning and Decision Making: Meaning, Importance, Process, Types of Planning; Meaning, Steps and Conditions of Decision Making, Types and Common Tools of Decision Making; Introduction to Organizational Goal, Barriers to Goal Setting and Overcoming the Barriers</p> <p>Staffing: Introduction to staffing, Human Resource Planning, Recruitment, Selection, Training and Development, Performance Appraisal, Maintaining Human Resources and Emerging Challenges</p> <p>Organizing: Meaning, Elements, some principles, process of organizing, types of organization structure; concepts in organizing: authority and responsibility, centralization, delegation of authority, departmentalization,</p> <p>Leadership: Meaning and functions of Leadership, Leadership and Management, Power and Leadership; Approaches to Leadership – Basic Orientation, Leadership Traits for Good Management, Important Leadership Model: Autocratic and Participative Models,</p> <p>Communication: Meaning, Purpose and types and process of communication, Barriers to effective communication, Meaning and Need of Coordination</p> <p>Motivating Employees: Meaning, Historical Perspective, Techniques of Motivation</p> <p>Controlling: Meaning, Nature and Purpose of Control; Types and Steps in Control; Financial and Structural Control</p>
LU 5	10	<p>Emerging Management Concepts</p> <p>Time management, Conflict Management, Change management, Total Quality Management, Performance Management, Knowledge Management, Stress Management, Globalization</p>
References		<ol style="list-style-type: none"> 1. Griffin, R. (2013). Management (latest edition). New Delhi: Biz mantra 2. Stoner, R. James A.F., Edward Freeman Daniel R Gilbert Jr., Management 10thEd, Prentice-Hall of India 3. Robbins, (2009), Fundamentals of Management: Essential Concepts and Applications, 6th Edition, Pearson Education.

Net Contact Hour is 48 excluding the exams and tests.

Evaluation Module: **50** percent will be assessed through the internal evaluation and **50** percent will be assessed through end semester examination